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14 APR 1956

DD/S

56-1200

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Briefing on CIA Functions

1. This memorandum contains a recommendation submitted for DD/S approval. Such recommendation is contained in paragraph 6.
2. On 30 March 1956 a telephone call from Mr. R. G. Bellezza, Assistant Administrator, Business and Defense Services Administration, Department of Commerce, was referred to the Chief, Employee Activity Branch, Office of Security.
3. Mr. Bellezza advised that his office is responsible for the recently adopted program of training business executives in government procedures so that a pool of business executives will be available for assignment to the government in the event of an emergency. Their training program includes a six month assignment with the Department of Commerce and in addition arrangements have been made for various government agencies to give briefings concerning their functions and responsibilities.
4. Mr. Bellezza stated that it was believed desirable for these executives to have a knowledge of CIA and he was therefore making an informal inquiry as to whether the Agency would be agreeable to presenting, at our convenience, approximately an hour briefing on the functions and responsibilities of CIA. In this regard he advised that the individuals concerned were all security cleared through Secret and that no more than twenty persons would be present at any one briefing. Since the program is on a continuing basis, a briefing would be required approximately every six months.
5. Since Mr. Bellezza indicated that he had already been referred to several other offices in the Agency, he was informed that his request would be placed in the proper channels and he would be advised of the results.

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6. In view of the government interest in this program and its possible benefit to this Agency in the event of an emergency, it is recommended that approval be given for these briefings and that the Office of Training be assigned the responsibility for coordinating and presenting an appropriate briefing classified no higher than Secret.

7. If you concur in the above, this Office will advise Mr. Bellezza of the approval and effect the necessary coordination with the Office of Training.

SIGNED

Sheffield Edwards
Director of Security

The recommendation in paragraph 6
is approved (~~disapproved~~).

APR 30 1966

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SIGNED

for L. K. WHITE
Deputy Director
(Support)

Original
cc: 2 - OTR

1 - Col. Grogan

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1 - 03/15 - Subject: Training

1 - Security

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